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Approved For Release 2005/06/13 : CIA-RDP78-03568A000200010018-9

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management DATE: 1 May 1951

FROM : Chief, Administrative Services

SUBJECT: Request for Increase in T/O of Real Estate and Construction Division

1. It is requested that the Table of Organization for the Real Estate and Construction Division, Administrative Services Office, be increased by GS-13, Assistant Chief, to be a qualified and thoroughly experienced Architect or Engineer, or a combination of both, as we may be able to recruit and clear.

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2. This addition is necessary because the problems in this field in connection with both departmental space planning and requirements make it absolutely essential that an additional professional architect or engineer be available for consultation and actual supervision of construction projects.

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JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. ^{25X1} ~~1~~ NO CHANGE
IN CLASS/ DECLASS ~~X~~ CLASS CHANGED TO: TS S C RET. JUST.
NEXT REV DATE _____ REV DATE 14/5/79 REVIEWER DE DOC. 02
NO. PGS 1 CREATION DATE _____ ORG COMP 35 OF 32 ORG CLASS C
REV CLASS V REV COORD. _____ AUTH: HR 70-3

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